



N121.1 Intensive Nursing Experience (Hospital-based)
2nd semester, Academic Year 2022-2023

ACTIVITY GUIDE

Conducting a Seminar

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Introduction

Designing, organizing, and conducting seminars provide a valuable learning opportunity in integrating knowledge on Nursing and facilitates exploration of current issues and trends in healthcare. As seminar organizers, students examine nursing specialties, trends and issues in practice, contexts that influence healthcare delivery and practice, and their own questions about their role as future professionals.

This group activity supports the course outcomes on engaging in lifelong learning, demonstrating professionalism, integrating evidence, and practicing responsible citizenship through conducting seminars on issues and updates on Nursing and healthcare.

Activity

Duration: 12 hours

Task: This activity aims to:

- Apply critical thinking in developing a seminar topic that explores current issues and trends in Nursing practice and healthcare delivery.
- Demonstrate communication, presentation, and networking skills in presenting a seminar topic, collaborating with a speaker/s, and conducting a seminar.
- Initiate engagement in lifelong learning.

Procedure:

1. Discuss current trends and issues affecting Nursing and healthcare with your group.
2. Develop a list of your priority topics and their brief rationale. Present this to your assigned faculty and select your topic.
3. Develop your Seminar Plan:
 - a. Instructional Design
 - b. Potential speaker/s
 - c. Program Flow
 - d. Tasking and assignments
 - e. Financial Plan
 - f. Gantt Chart
4. Prepare a background/introduction of your seminar topic informed by relevant evidence and literature.
5. Communicate with your speaker/s and facilitate preparations for your seminar.
6. Conduct your seminar observing the evaluation criteria reflected in the rubric (Appendix A).

Evaluation Criteria:

1. The following materials will serve as supporting evidence for your evaluation:
 - a. Seminar Plan
 - b. Feedback from speaker/s
 - c. Seminar materials (presentation, handouts, etc.)
 - d. Seminar evaluation summary
2. Since this is a group assignment, you will have to evaluate your group members using the *Peer Evaluation Form*. The average peer evaluation score will be used as multiplier for your individual seminar grade (Appendix B).



APPENDIX A

Seminar Rubric

Seminar Title: _____

Date: _____ Group Number: _____

Group Members: _____

Behavior/ Criteria	Score		Remarks
	Desired	Actual	
Preparation	50		
1. Development of the Seminar Plan			
a. Topic is relevant to current Nursing and healthcare practice / delivery trends or issues.	5		
b. Instructional design reflects SMART objectives with appropriate teaching-learning activities.	10		
c. Program of activities have a logical flow.	5		
d. Selected appropriate speaker / s to meet objectives.	5		
2. Preparation of Seminar Activities			
a. Shows adequate preparation to facilitate seminar activities - Speaker materials, CV / bio sketch, handouts, etc. - Venue, equipment, etc. - Token, certificates, etc.	10		
b. Practiced good communication and coordination with speaker / s and staff	10		
c. Shows adequate distribution of tasks	5		

Behavior/ Criteria	Score		Remarks
	Desired	Actual	
Seminar Proper	50		
1. Showed active participation and interaction during the seminar	5		
2. Presented adequate background knowledge of the seminar topic	10		
3. Ensured the smooth flow of the seminar			
a. Followed the program plan and managed problems/ delays	5		
b. Oriented the participants to the seminar	10		
4. Promoted the comfort and ease of the seminar speaker/ s and participants			
a. Addressed concerns of speaker/ s and participants adequately.	5		
b. Pleasant and respectful in receiving speaker/ s and participants.	5		
5. Motivated the audience to clarify or ask questions to the speakers.	5		
6. Summarized performance and seminar evaluation and generated insights.	5		
TOTAL	100		

Evaluator: _____

Overall Remarks:



APPENDIX B

Seminar Peer Evaluation

CRITERIA	BEHAVIOR	PERFECT SCORE
1. Participation in group discussions/activities		
1.1 Quantity	a. Assumes a fair share of group task	8
1.2 Quality	b. Shares many ideas with group	8
	c. Shares ideas which are always relevant/useful to group task	8
	d. Gives ideas based on theory/principles/experience	8
2. Initiating/ contributing	e. Proposes new ideas for the group task or new procedures for accomplishing group tasks when indicated	8
	f. Clarifies the relationships of ideas/suggestions given	8
3. Interaction/ behavior in the group	g. Offers compromise by admitting error/disciplining oneself	6
	h. Listens to others	6
	i. Provides constructive feedback	
4. Attitude towards members	j. Tries to reconcile disagreements or relieves tensions in conflict situations	6
	k. Praises/accepts contribution of others	6
5. Punctuality	l. Attends group sessions	6
6. Group Output	m. Fully accomplishes task assigned by leader	8
	n. Completes assigned task within deadline	8
	o. Properly delivers the oral report	6
TOTAL		100